

# CALIFORNIA SCHOOL FINANCE AUTHORITY

Bill Lockyer, Chair  
*California State Treasurer*

## State Charter School Facilities Incentive Grants Program

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# State Charter School Facilities Incentive Grants Program

## Application – CSFA Form 05-01

### Applicant Information

Legal Name of Organization Applying on Behalf of the Charter School:		
Mailing Address:		
City	State	Zip
Contact Person:		Title:
Telephone #:	Fax #:	E-mail Address:

### Charter School Information

Official Name of Charter School:		Charter #:	County District-School Code:
Street Address:		Name of Principal:	
City	State and Zip:	Date Instructional Operations Began:	
Chartering Authority:		Chartering Authority Mailing Address and Fax Number:	
Chartering Authority Contact Name and E-mail:		School District Where Charter School is Located:	
Is the Charter School a Nonprofit Entity, or Operated by a Nonprofit Entity? <input type="checkbox"/> Yes <input type="checkbox"/> No		Official Name of Legal Owner of Property:	

**Purpose of Grant Funds** (Refer to section 10178 for eligible program costs and to section 10179 for maximum annual grant award.)

Check one:

- ☐ Rent, lease, mortgage or debt service payments  
 Annual Amount of Grant Funds Requested: \$
- ☐ Purchase, design, renovation and/or construction costs of land and facilities  
 (Note: For construction projects, a detailed description of the project is required. Refer to section 10181(k-m) for contents of application.)  
 Amount of Grant Funds Requested: \$

***Please type or print all responses. Incomplete or illegible applications may not be considered.***

## **State Charter School Facilities Incentive Grants Program APPLICATION DOCUMENTS CHECKLIST**

This checklist is provided to assist applicants in ensuring that a complete Application Package is filed with the Authority. If an item does not apply, please write N/A in the space provided, attach an explanation, and submit together with the Application.

A complete Application Package must contain one original and one photocopy of all of the following applicable items:

- \_\_\_ Application (CSFA Form 05-01 (Rev. 3/07)).
- \_\_\_ Copy of current, valid charter agreement.
- \_\_\_ Evidence that the school is organized under section 501(c)(3) of the Internal Revenue Code, or is nonprofit public benefit corporation under California Corporations Code section 5110, et seq., if applicable.
- \_\_\_ Copy of the lease contract, rental agreement or other documentation verifying required payments and evidence that the agreement terms match or exceed the anticipated grant terms.
- \_\_\_ Legal Status Questionnaire.
- \_\_\_ When applicable, evidence that there are no outstanding issues related to the California Environmental Quality Act and any other applicable governmental codes.
- \_\_\_ For all construction or renovation projects, proof of site control. Such proof may consist of (1) a current title report issued no more than 90 days prior to application submission showing ownership of the site; or (2) a valid, current, enforceable contingent purchase and sale agreement or option agreement between the Applicant and the owner of the subject property, including evidence that all extensions necessary to keep the agreement current through the grant award date.
- \_\_\_ For all construction or renovation projects, provide a description of the facility(ies) to be constructed or renovated.

## **State Charter School Facilities Incentive Grants Program APPLICANT AGREEMENT AND CERTIFICATION**

The Applicant hereby makes Application to the California School Finance Authority (Authority) for the purpose of determining whether the Applicant is eligible to be awarded a State Charter School Facilities Incentive Grants award.

The Applicant understands that it may be required to return all or a portion of the grant funds including any investment earnings if the Applicant fails to use the funds as approved. In cases where the grant will fund architect, design, or engineering fees or land acquisition costs as part of a construction project, the Applicant may be required to return all grant funds and any investment earnings if the Authority cannot determine the associated larger construction project has been completed, based on timelines provided within the application. Grant funds shall only be used in the manner described in the application, unless the Authority, pursuant to section 10186, approves a change in writing.

The Applicant understands that all project and financial records are subject to audit and inspection by the Authority and the Bureau of State Audits.

The Applicant understands that it has either disclosed all legal information or has no legal information to disclose.

The Applicant agrees to notify the Authority in writing at the time of project completion with evidence of completion included.

The Applicant agrees to provide all documents and information required by law and meet all necessary requirements and deadlines prior to the release of any funds.

The Applicant agrees to immediately notify the Authority of any material change to the charter school's enrollment, student performance, charter status, legal status or financial condition that occurs between the time of application and when the final reports have been received and approved.

The Applicant agrees that for all construction projects, a copy of the executed construction contract and all required permits will be provided no later than one year from the award date.

The Applicant understands that the Authority may verify the information provided and analyze materials submitted as well as conduct its own investigation to evaluate the application. The Applicant acknowledges that the information submitted to the Authority in this application or supplemental thereto may be subject to the Public Records Act or other disclosure. The Applicant understands that the Authority may make such information public. In carrying out the development and operation of the proposed project, the Applicant agrees to comply with all applicable federal and state laws, and will abide by all the Authority program requirements. The Applicant agrees to hold the Authority, its members, officers, agents, and employees harmless from any matters arising out of or related to the Applicant's project.

Applicant Agreement and Certification  
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The Applicant represents that it has read and understands Title 4, California Code of Regulations, sections 10175 through 10191. The Applicant acknowledges that all materials and requirements are subject to change by enactment of state legislation or revisions to regulations promulgated by the Authority.

The Applicant declares under penalty of perjury that the information contained in the Application, exhibits, attachments, and any further or supplemental documentation is true and correct to the best of its knowledge and belief. The Applicant understands that misrepresentation may result in the cancellation of the Application and other actions, which the Authority is authorized to take.

Signature of Applicant's Senior Official: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

## LEGAL STATUS QUESTIONNAIRE

*For purposes of the following questions, the term “applicant” shall include the applicant and the project sponsor, the parent of the applicant and the project sponsor, and any subsidiary of the applicant or project sponsor if the subsidiary is involved in (for example, as a guarantor) or will be benefited by the application or the project. In addition to each of these entities themselves, the term “applicant” shall also include the direct and indirect holders of more than ten percent (10%) of the ownership interests in the entity, as well as the officers, directors, principals and senior executives of the entity if the entity is a corporation, the general and limited partners of the entity if the entity is a partnership, and the members or managers of the entity if the entity is a limited liability company.*

### **Civil Matters** (Please provide a response to each question)

1. Has the applicant filed a bankruptcy or receivership case or had a bankruptcy or receivership action commenced against it, defaulted on a loan, or been foreclosed against in the ***past ten years***? If yes, please explain.
2. Is the applicant ***currently*** a party to, or been notified that it may become a party to, any civil litigation that may materially and adversely affect (a) the financial condition of the applicant’s business, or (b) the project that is the subject of the application? If yes, please explain.
3. Have there been any administrative or civil settlements, decisions, or judgments against the applicant within the ***past ten years*** that materially and adversely affected (a) the financial condition of the applicant’s business, or (b) the project that is the subject of the application? If yes, please explain and state the amount.
4. Is the applicant ***currently*** subject to, or been notified that it may become subject to, any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency? If yes, please explain.
5. In the ***past ten years***, has the applicant been subject to any civil or administrative proceeding, examination, or investigation by a local, state or federal licensing or accreditation agency, a local, state or federal taxing authority, or a local, state or federal regulatory or enforcement agency that resulted in a settlement, decision, or judgment? If yes, please explain.

### **Criminal Matters** (Please provide a response to each question)

6. Is the applicant ***currently*** a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, ***felony charges*** against the applicant? If yes, please explain.

Legal Status Questionnaire

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7. Is the applicant ***currently*** a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, ***misdemeanor charges*** against the applicant for matters ***relating to the conduct of the applicant's business***? If yes, please explain.
8. Is the applicant ***currently*** a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, involving, or that could result in, criminal charges (whether felony or misdemeanor) against the applicant for any ***financial or fraud related crime***? If yes, please explain.
9. Is the applicant ***currently*** a party to, or the subject of, or been notified that it may become a party to or the subject of, any criminal litigation, proceeding, charge, complaint, examination or investigation, of any kind, that could ***materially affect the financial condition of the applicant's business***? If yes, please explain.
10. Within the ***past ten years***, has the applicant been convicted of any ***felony***? If yes, please explain.
11. Within the ***past ten years***, has the applicant been convicted of any ***misdemeanor related to the conduct of the applicant's business***? If yes, please explain.
12. Within the ***past ten years***, has the applicant been convicted of any ***misdemeanor for any financial or fraud related crime***? If yes, please explain.

**VI. Signatures**

I/We attest that the foregoing information and data in this Questionnaire is true and accurate.

Name of Organization: Type or print name

Signed By:

\_\_\_\_\_  
Signature of Principal, CEO, or Lead Administrator

\_\_\_\_\_  
Date

Name: Type or print name

\_\_\_\_\_  
Signature of President or Chair of Governing Board

\_\_\_\_\_  
Date

Name: Type or print name